

Approved Jan. 30, 2018

**Town Meeting Coordinating Committee
Minutes for October 18, 2017, 3:30 – 5:30 pm
Bangs Center, Glass Room**

Present: Peggy Roberts, Mary Streeter, Alan Powell, Jacqueline Maidana, Chris Riddle

Absent: Barbara Ford, Patricia Holland

Peggy Roberts called the meeting to order at 3:40 PM.

1. **Public Comment:** None.
2. **Warrant Review:** Alan Powell will create an intro slide for the video display in the Town Room.
The Committee discussed presenters, graphic display, and preparation for the event. The schools will present last due to a scheduling conflict.
 - Pat Holland will hand out and collect evaluations.
 - Jacqueline Maidana will run the wireless microphone.
 - Alan Powell will handle tech and visuals
3. **Zoning Articles:** The Planning Board will do an extended Q&A session on Zoning, including non-marijuana articles after the review ends at 8:30.
4. **Town Meeting Advisory Committee article:** We discussed if TMCC wants to submit an official letter regarding the Town Meeting Advisory Committee article and the absence of a TMCC or Subcommittee for Policies and Procedures spokesperson at the Select Board review of 8/16.
We composed a letter to send to the Select Board Chair requesting a rescheduling opportunity.
5. **Sub-Committee update:** The Sub-committee on Policies and Procedures discussed the final draft of the Town Meeting Advisory Committee article. A member suggested the possibility of a “crawl” script on the official Town web site homepage announcing important events.
The sub-committee discussed the suggestion of publicly available biographies

of Town Meeting Members to inform voters.

6. **Warrant Discussion Meetings:** We discussed encouraging a question and answer format rather than giving proponents another time-consuming opportunity for an additional presentation. This could be done possibly through stricter time limits.
7. **Preparation for Town Meeting Members and Public for Fall Special Town Meeting:** Alan Powell will do banners for the Town website and Amherst Media. The Committee will review evaluations from previous years' events for suggested improvements to procedures.
8. **Scheduling of Next Meeting:** No meeting scheduled.
9. **Topics Not Anticipated 48 Hours Before Meeting:** Mary Streeter asked that the committee establish a policy about forwarding information sent to TMCC from other town committees to Town Meeting Members, including those with extensive attachments.
10. **Minutes:** None.

The meeting adjourned at 5:25 PM.

Minutes prepared by Alan Powell.

Documents Distributed:

Agenda

Emails from: Thaddeus Dabrowski - Town Meeting Member

Janet McGowan - Town Meeting Member

John Hornik – Chair, Amherst Municipal Affordable Housing Trust

Town Meeting Coordinating Committee/Amherst League of Women Voters

Warrant Review Agenda